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# Important

## Late Paper

Must Be Considered

I.D.S.:

- If in compliance and no patentability problem exists, fax initialed 1449 to applicant or send letter, place in file, and return case to the Certificates of Correction Branch in CPK 3, Suite 918 (LOC. 7580).
- If in compliance and citation warrants rejection, see your SPE or Director immediately. Prepare a draft rejection letter and forward draft and file to Magdalen Greenlieff at OPP in CPK 2, Suite 910 (LOC. 4650).
- If not in compliance, inform patentee and send case to Files Repository (LOC. 9200).

312 (a) Amendments:

- If 312 (a) would have been enterable, please indicate entry on paper, enter 312 and forward file to Certificates of Correction Branch in CPK 3, Suite 918.
- If 312 (a) would not have been enterable, please mail the reasons why to patentee on the PTO 271 and send case to Files Repository.

Amendments:

- Please act on amendment(s) as necessary (duplicates need not be processed) and send case to Files Repository.

Power of Attorneys (and Associates):

- Please act on Power of Attorney, notify applicant of decision and send case to Files Repository.

Other: Declarations, Extensions of Time, Petition to Change  
Inventorship, etc.:

- Please process and return case to Files Repository (no change to file required) or Cert. Of Correction Branch. (with change to file indicated).